

DRAFT

**Template
MPO/RTPO FY 2011 Unified Planning Work Program
On-Site Review Meeting**

Introductions and meeting objectives	WSDOT Headquarters Staff
MPO/RTPO Presentation	MPO/RTPO Staff
Special successes during State Fiscal Year 2010	
Major work in progress	
Issues facing the MPO/RTPO	
Overview of the MPO/RTPO Work Plan	
MPO/RTPO Expectations from the 2010 Census, if any	
Federal Agency Feedback	Ned Conroy & Sid Stecker
Identify highpoints, if any	
Identify any that will be included in written feedback	
WSDOT Feedback	WSDOT Headquarter Staff
Identify highpoints, if any	
Identify any that will be included in written feedback	
How can the federal—state team help more?	WSDOT Headquarter Staff
Next Steps	WSDOT Headquarter Staff
Submission of written comments to MPO/RTPO	
Review dates of UPWP approval process	
Confirm timetable for completion	
Closing Comments	MPO/RTPO Staff
Adjourn	

Suggested meeting attendees (if available) include the MPO/RTPO Transportation Manager, Executive Director, TAC Chair, Policy Board Chair, WSDOT Region Planning Manager, Federal Highway Administration, Federal Transit Administration, WSDOT Headquarters Transportation Planning Office Staff, and Public Transportation Division Staff.